



# Assessment Update for Parental Choice Schools

January 16, 2025

## WISCONSIN STATEWIDE ASSESSMENT SYSTEM UPDATES

### Assessment

#### Reminders:

##### Verify Student Data

DPI will load student data from WISEdata into the DRC INSIGHT Portal (Forward) and PearsonAccess<sup>next</sup> (ACT with writing and PreACT Secure). To ensure that you have the correct roster of students for testing, please ensure that your student enrollment and demographic **data are correct in WISEdata** before the end of the day on **January 23** for the ACT and Pre-ACT and before the end of the day on **January 27** for the Forward Exam.

### ACT

#### New:

##### IMPORTANT: ACT Accommodations - Due January 24

The last day to request ACT Accommodations and EL Supports is **January 24**. This is a **firm deadline**. Accommodations requests submitted after this date will not be approved unless a unique circumstance warrants a [Qualified Exception to Deadline](#). Resources on how to enter accommodations can be found on the [Wisconsin ACT Website, Step 3 - Accommodation](#). Please reach out to [Nikki Braconier](#) immediately if you are having difficulties with an approval.

##### Office Hours - Verifying Enrollment

ACT and DPI will be hosting an Office Hour webinar on verifying your student roster on January 21, 10-11am. Visit the [DPI ACT Trainings webpage](#) to register for this event and additional training opportunities. All trainings and office hours are recorded.

#### Reminders:

##### Additional Steps Needed to Order the ACT for Non-Choice Students

Listed below are the complete list of steps necessary for schools to order the ACT with Writing for their non-choice students.

- Complete the DPI order form by the January 17 deadline. This step is to notify DPI whether a school plans on testing non-choice students.
- Verify that DPI has loaded your choice students (and non-choice students from schools that are receiving the all-school report card) into the portal (January 27-31 window to complete this step).
- Once choice students have been verified as being loaded, school staff will be able to upload any additional 11<sup>th</sup> grade non-choice students into the portal that plan on testing (January 27-31 window to complete this step). This step is to let ACT know which students will be tested.
- ACT will ship test materials based on the students loaded into PAnext.

- At the conclusion of the testing windows, DPI will contact schools to ask them to verify the actual number of non-choice students that were tested. DPI will then bill schools based on this updated information.

### **Student Roster Verification and Upload: January 27-31**

- Assessment coordinators will receive an email next week with instructions on how to upload any additional students (choice or non-choice) who were not included in the initial DPI upload. School staff will be able to upload these additional students into PAnext from January 27-31.
- Coordinators will be able to indicate the testing mode (paper or online) for each student.
- Barcode labels will be shipped only for students who are in PAnext at the end of the day on January 31. After January 31, schools can add new students, but they will not receive barcodes and schools will need to follow the instructions in the test administration manuals on how to prepare an answer document without a barcode.

## **PreACT Secure**

### **New:**

#### **PearsonAccess<sup>next</sup> Opens January 27**

On January 27, the PreACT Secure portal will open within [PearsonAccess<sup>next</sup>](#) (PAnext) for the spring 2025 administration. Once the portal is open, DACs will automatically have access through the assessment drop down menu using their existing PAnext account credentials. DACs will need to create accounts and grant user access to the PreACT Secure portal for all testing staff.

Instructions on how to create accounts and/or update existing accounts can be found in the [PearsonAccess<sup>next</sup> User Guide for the PreACT Secure](#).

#### **Test Administration #1 Training Webinar**

ACT and DPI will host the first of three PreACT Secure training webinars on January 28, 12-1pm. To register for this training and all training opportunities, please visit the [DPI PreACT Secure Trainings webpage](#). All trainings and office hours are recorded.

### **Reminders:**

#### **PreACT Secure for Non-Choice Students**

9th and 10th grade non-choice students will again be allowed to take the PreACT Secure under the state contract. Cost for the test will be \$19 per student. Order deadline is set for January 17.

## **Forward Exam**

### **Reminders:**

#### **2024 Forward Exam Resources**

The DRC INSIGHT Portal Guide and the Test Administration Manual was made available January 8 on the [Forward Exam Resources webpage](#).

#### **2024 Forward Exam Trainings**

The Forward Exam required video trainings for District and School Assessment Coordinators (DACs/SACs) and Test Administrators (TAs) are now available on the [Forward Exam Trainings webpage](#). There are three training presentations, each with information targeted to a specific audience.

- **DAC/SAC Training** - This training is for new DACs/SACs and any other DACs/SACs who would like a detailed refresher that covers all aspects of Forward Exam administration. *DACs/SACs are required to view either this full training or the updates training based on experience level and knowledge of the Forward Exam Administration and Management.*

- **DAC/SAC Updates Training** - This training provides reminders and updates for the upcoming Forward Exam administration and is intended for DACs/SACs who have participated in the Forward Exam training in prior years, and feel comfortable with the process enough to receive only the updates.
- **Test Administrator (TA) Training** - This training is required for all TAs and covers all information TAs need to prepare for and administer the Forward Exam. DACs should ensure that all TAs view this training.

### Test Monitoring Application (TMA)

New for the 2025 Forward Exam Administration, districts will have **the option (not required)** to use The Test Monitoring Application (TMA) in the DRC INSIGHT Portal. The TMA allows Test Administrators (TAs) to restrict student access to the Forward Exam during the login process and monitor student status (e.g., progress, inactivity, completed) during testing. Information displayed on the Test Monitoring Dashboard updates in real time. The TMA provides an additional method to monitor student progress and status during the exam, however it should not replace physical monitoring of the classroom that is currently done. TAs will need to continue to walk around the room and visually monitor students to detect if students are using any electronic devices and to ensure students are focused only on their assessment. More information about the TMA is available in the [DAC/SAC and TA video trainings](#), the [Test Administration Manual](#), and the [DRC INSIGHT Portal Guide](#).

### Technology Resources

There are several [Technical Bulletins](#) and "[How To](#)" [Informational handouts](#) available on the [Forward Exam Technology Requirements and Resources webpage](#). These supplemental materials may be of use to District and School Technology Coordinators and staff as preparation work for the Forward Exam begins.

### Forward Exam Student Preparation

The Forward Exam Practice Test, for each tested grade and content level, is available year round on the [Forward Exam Practice Test webpage](#). The Practice Test is not scored, and the online version does not save responses. Accessible Practice Tests are available for students who need to practice Spanish stacked translation, VSL, masking, and color choice tools. Braille Practice Tests can be ordered by DACs by contacting the DRC Help Desk. The [Student Tutorial videos](#) are designed to help students become familiar with the online testing environment and should be used in conjunction with the practice test. Student tutorials are available year-round and the Spanish tutorials were made available on January 7.

### Forward Exam for Non-Choice Students

Non-Choice students will again be able to take the Forward Exam with the cost of the exam remaining at \$35 per student. The order form can be found at [Forward Exam Order Form](#).

## New Resources

As new resources are posted to our website, we will include them here for your convenience for a few weeks. This is NOT an exhaustive list but meant to highlight resources with significant relevance to our upcoming test windows.

Resource	Description	Assessment
<a href="#">DRC INSIGHT Portal Guide</a>	Guide to help DRC INSIGHT Portal users manage user permissions, student information, and testing responsibilities.	Forward

<a href="#">Test Administration Manual</a>	This manual provides Forward Exam test administrators with information about policies and procedures, student and classroom preparation, troubleshooting, and the test administration script.	Forward
<a href="#">DAC/SAC Training</a>	Training for new DACs/SACs and any other DACs/SACs who would like a detailed refresher that covers all aspects of Forward Exam administration.	Forward
<a href="#">DAC/SAC Updates Training</a>	Provides updates for the upcoming Forward Exam administration and is intended for DACs/SACs who have viewed the full training in prior years and are comfortable with the Forward Exam administration.	Forward
<a href="#">Test Administrator Training</a>	Training that is required for all TAs and covers all information TAs need to prepare for and administer the Forward Exam.	Forward
<a href="#">Educator Involvement Application</a>	Educators may apply for Alignment Study and/or New Item Review.	Forward

## Important Dates to Remember

Be sure to refer to each specific assessment calendar for a complete list of key dates.

Date	Event	Program
January 17	Deadline to notify DPI of intent to administer ACT and PreACT Secure to non-choice students	ACT & PreACT Secure
January 21	Office Hours - Verifying Student Roster	ACT
<b>January 24</b>	<b>Deadline to enter ACT Accommodation/EL Support Request</b>	<b>ACT</b>
January 27	PreACT Secure portal opens in PAnext, rosters available	PreACT Secure
January 27-31	Verify ACT Student Rosters in PAnext	ACT
January 28	PreACT Secure Test Administration #1 Training Webinar	PreACT Secure
January 28	WISEdata student data file upload to DRC INSIGHT Portal	Forward
February 4	PreACT Secure Office Hours	PreACT Secure
February 11	Test Administration #2 Training Webinar	ACT



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